

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE 01 OF 03 PAGES		
2. AMENDMENT/MODIFICATION NO. 000001		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY U.S. Agency for International Development USAID/PAKISTAN Office of Acquisition and Assistance American Embassy Ramna 5, Diplomatic Enclave, Islamabad, Pakistan.		CODE OAA		7. ADMINISTERED BY (If other than Item 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (NO., street, city, county, State, and ZIP Code) Prospective Offerors				X		9a. AMENDMENT OF SOLICITATION NO. SOL-391-16-000028	
						9b. DATED (SEE ITEM 11) 10/17/2016	
						10a. MODIFICATION OF CONTRACT/ORDER NO.	
						10b. DATED (SEE ITEM 13)	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<p>[X] The above numbered solicitation is amended as set forth in Item 14. The house and date specified for receipt of offers <input type="checkbox"/> is extended, [X] is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning 01 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers.</p> <p>FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>							
12. ACCOUNTING AND APPROPRIATION DATA							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS; IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
D. OTHER (Specify type of modification and authority)							
E. IMPORTANT: Contractor <input type="checkbox"/> is not, [X] is required to sign this document and return 2 copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
<p>The purpose of this amendment number 01 to the RFP number SOL-391-16-000028 is to;</p> <p>(1) provide responses to the Questions received from the Offerors till 29 September, 2016;</p> <p>(2) amend the RFP for specific changes to issue a Revised RFP (attached).</p> <p>The solicitation is accordingly amended as follows:</p> <p>Continued on page 02.....</p> <p>Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.</p>							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME OF CONTRACTING OFFICER Mohammad Kamal Ayub			
15B. NAME OF CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
BY _____ (Signature of person authorized to sign)				BY <u>M-Kamal Ayub</u> (Signature of Contracting Officer)		Oct 17, 2016	

Amendment Item 1:

Provide responses to the Questions received from the Offerors till 29 September, 2016. Please find below the responses to the questions asked by prospective Offerors;

Responses to Questions asked by Offerors:

NO	Questions By Offerors	Answers/Responses By USAID
1	Section F.2 lists the period of performance as five years, whereas throughout the rest of the RFP a four-year period of performance is mentioned. Please confirm that the period of performance will be four years.	This was a typo in the solicitation and Section F.2 is corrected through the amended RFP through Amendment No 01. The period of performance for this award shall be 4 years.
2	Section L.8.1 states that Annex A must not exceed 12 pages or four pages for each key personnel. However, Section L.8.9 states that up to five key personnel may be listed. If we submit the allowed five key personnel, may we devote four pages to each of them, for a total of 20 pages?	Section L.8.1 is amended in the amended RFP to say 20 pages through Amendment No 01.
3	Section L.8.7.1 instructs the Offeror to "list in an annex to the technical proposal up to three of the most recent and relevant contracts for efforts similar to the work in the project proposal." However, Section L.8.8 states that "The Offeror must demonstrate its capability by listing no more than four (4) examples of U.S. Government, host government, international bilateral or multilateral donor, or privately funded contracts performed or similar nature." Could USAID/Pakistan please clarify whether the offeror should provide three or four contractor performance reports in an annex to the proposal?	Section L.8.7.1 is amended to say "up to four of the most recent and relevant contract and assistance awards". Whereas section L.8.8 shall be deleted in its entirety through the amended RFP through Amendment No 01.
4	Section L.9.2.1 (9) states "the prime and all major subcontractors may propose lower overhead rates than their established NICRA." Can USAID/Pakistan please confirm whether solely the offeror, or both the offeror and all major subcontractors, must provide indirect cost information?	All Offerors need to stick to the requirement or NICRA as stated in the solicitation. Any Offeror who does not fulfill the requirement stated in the solicitation for the NICRA will not qualify for the award. All those contractors (prime or sub) who possess established NICRA's must provide their NICRA. Please see amended RFP.
5	Page 16 states, "Private sector resources must be leveraged on at least a 2:1 basis, such that the value of private sector contribution in activities is at least two times the resources provided under PATTA." Page 17-18 states, "USAID expects a minimum of a 2:1 Cost Share of private resources in investments. That is, the value of private sector contribution in activities should be at least two times the resources provided under PATTA." • Would USAID please confirm that it	Please see the amended RFP (Attached). • USAID confirms that it is 2:1 cost share

	<p>anticipates private sector contributions, in the context of this contract, to be counted and tracked as leverage, as defined per Appendix I of USAID's GDA APS, as opposed to cost share, which requires that contributions be auditable and in accordance with requirements set forth in 2 CFR 200.306 and ADS 303.3.10?</p> <ul style="list-style-type: none"> • Would USAID clarify whether cost-share refers not only to grants, but to other forms of technical assistance provided to private-sector beneficiaries? For example, if the project provides technical assistance, but not a grant, to a small, privately owned firm, does that mean the firm has to provide 2:1 cost share or leverage in order to receive that technical assistance? • Would USAID please confirm that this 2:1 resource-leverage ratio/cost-share ratio does not refer to the entire contract value; rather it refers to assistance provided to each private-sector partner? For example, if PATTA provides \$200,000 in technical or other resources to a particular partner in support of a specific initiative, this partner must provide a contribution valued at \$400,000 toward that same initiative. 	<p>requirement and not leverage. Cost share will conform to the requirements of ADS 303.3.10 and 2 CFR 200.306. USAID has the discretion to make exceptions to the 2:1 cost share requirement in rare and exceptional situations, when the expected development impact is significant and the level of private sector resources for cost share are severely constrained, such that accepting a lower level of cost share may be necessary to achieve its development objectives.</p> <ul style="list-style-type: none"> • Correct, cost share is applied to both grants and technical assistance. For technical assistance to require cost share, it must be targeted to support a specific firm (i.e. its business expansion plan, market analysis for product development), rather than general capacity building training or other assistance that is a public good. • Correct, cost share does not refer to the entire contract value. It only applies to assistance provided to each private sector partner.
6	<p>Page 19 of the RFP states, "USAID Pakistan may support monitoring efforts for PATTA with a third-party monitor. This may include collecting data regarding adoption, productivity, and income changes of consumers of the agricultural technologies. Use of third-party monitoring will be done in close consultation with the Contractor and will be incorporated into the Contractor's M&E Plan." Would USAID please confirm that the cost proposal should not include estimated costs for third-party monitoring for data collection for indicators of adoption, productivity, and income changes, and that these will be paid directly by USAID?</p>	<p>Contractor will be responsible for data collection costs associated with agreed PATTA indicators, not for third-party M&E indicators. Please see the amended RFP in the Amendment NO 01.</p>
7	<p>Per the table on page 26, Quarterly Progress Reports are due within 30 calendar days after the end of the quarter. However, page 29 states "Contractor will submit Quarterly Financial Reports to the COR within 15 days after the end of the quarter." Would USAID confirm whether QPRs are due within 15 or 30 days after the quarter end?</p>	<p>This is a typo. QPRs are due within 15 days after the quarter end. The table on page 26 is amended to "15 days" through amended RFP in the Amendment No 01.</p>
8	<p>Page 49 H. 17 Consent to Subcontract states, "The Contractor must request Contracting Officer consent</p>	<p>Section H.17 (b)'s FAR 52.244-2 requirement refers to any subcontractors (including consultants) not included</p>

Amendment No. 1

**Amended Request for Proposal SOL-391-16-000028,
(PATTA)**

Pakistan Agricultural Technology Transfer Activity

	and submit the information required by FAR § 52.244-2, 'Subcontracts,' for any subcontracts requiring consent but not listed above. This requirement includes independent consultants hired by the Contractor to perform any of the work specified in the Contract." Would USAID please confirm that this requirement extends to local consultants and fixed-price consultant assignments below the Simplified Acquisition Threshold? Would USAID consider easing this requirement to allow for more efficient implementation? For example, would USAID consider only requiring pre-approval for international consultants or fixed price agreements above the Simplified Acquisition Threshold?	in the proposal. For offerors without an approved purchasing system, the information required in 52.244-2 will need to be submitted to the CO for approval of subcontracts that are: cost-reimbursement, time-and-materials, or labor hour type, or fixed price contracts that exceed the simplified acquisition threshold. Please see the amended RFP in the Amendment No 01.
9	Page 102, Section L.5 (c) Format, indicates that Offerors must submit proposals in Microsoft Word and PDF for the Technical Proposal and in Word and Excel for the Cost Proposal, in addition to the unlocked spreadsheet with the budget. In order to minimize file size of attachments, please confirm that Offerors may submit PDF for the Technical Proposal and Cost Proposal, with an unlocked Excel spreadsheet for the budget.	The Offeror must submit the proposals in Microsoft Word and PDF for the Technical Proposal and in Word and Excel for the Cost Proposal, in addition to the unlocked spreadsheet with the budget.
10	Pages 102 (a) and 103 (f) include different requirements for the subject line of email submissions. Would USAID please confirm that the required subject line for emails is: "SOL-391-16-000028-PATTA Organization X, Technical Proposal, email 1 of 4", etc.	Section L.5 has been amended through Amendment No 01 in the amended RFP to reflect the exact requirements.
11	Page 108 Section L.8 (c) states, "The Offeror must organize the Technical Proposal contents by the technical evaluation factors contained in Section M." Page 110 Section L.8.4 states, "The Offeror must organize the Technical Proposal by the below Section L.8.5 through Section L.8.9 below." Sections L.8.5 through L.8.9 do not directly line up with the evaluation criteria on page 125, and they include an annex and requirements for information that should be included in annexes. Would USAID please confirm that Offerors must organize the Technical Proposal in the order of the evaluation criteria listed on page 125 and Sections M.4.1 – M.4.4, in addition to the annexes included in Section L?	Yes, that is correct. For clarity, Section L.8.4 is revised in the amended RFP through Amendment No 01.
12	Page 110 Section L.8.5 Contractor Performance Work Statement states, "the Offeror must also propose key deliverables that align with the outputs anticipated for each proposed activity..." Would USAID please confirm that L.8.5 should read, "the Offeror must also propose key activities that align with the outputs anticipated for each objective in	Amended RFP through Amendment No 01 is to state, "the Offeror must also propose key activities and deliverables that align with the achievement of each objective in Section C."

	Section C”?	
13	Would USAID please confirm that the information to be provided in the annex referenced on page 112 under Section L.8.7, Contractor Performance Information subsection a.1, is the same as Annex C—Contractor Performance Reports (page 109)?	Offerors need to provide the Annex information. Please see the amended RFP through Amendment NO 1 with deletion of Section L.8.8, which is released with these responses.
14	Would USAID please confirm that if an Offeror has completed CPARs for the contracts required in Annex C (page 109), the Offeror shall submit the completed CPARs, rather than Attachment J.7?	Offerors need to submit the Attachment J.7 as required in the reference and the RFP.
15	Page 112, Section L.8.8, requires a Past Performance Information section in the Technical Proposal that includes a discussion of four examples of “contracts performed of similar nature.” The requirement to limit Offerors to the use of contracts for past performance information may disadvantage smaller organizations that have limited contracts experience, but have the technical, financial, and contractual compliance expertise through cooperative agreements to implement PATTA successfully. Would USAID please confirm that Offerors may provide a blend of assistance awards and contracts in order to demonstrate relevant technical expertise and the capacity to implement and manage an activity of this size and scope?	Examples of both assistance and contract awards performed of similar nature are acceptable. Section L.8.8 will be removed but Section L.8.7.1 will be amended to allow both assistance and contract awards. Please see the amended RFP through Amendment No 1.
16	Page 126 Section M.4.1, Contractor Performance Work Statement, requires a “realistic and strong understanding of the economic, political, and operational challenges and opportunities in the region.” Would USAID please confirm that this requirement calls for a demonstration of understanding of Pakistan, and not the regional context?	This has been amended to read as “realistic and strong understanding of the ... challenges and opportunities in Pakistan, as well as regional and international dynamics that affect Pakistan’s agricultural markets and trade opportunities for agricultural products” in the amended RFP through Amendment No 1.
17	Pages 108, 109, and 111 require Offerors to submit a Logical Framework in tabular format as Annex D. Would USAID please confirm that Offerors may include narrative text in Annex D, in addition to the Logical Framework table, to allow Offerors to address RFP requirements including (as on page 126 M.4.1) “a feasible and effective approach to monitoring and data collection...” and (as on page 108 L.8 (d)), “addressing gender integration”?	Yes, Offerors may include narrative text with the Logical framework. Please see the amended RFP.
18	Please elaborate the below statement under Section C - C.1- “The Statement of Objectives(SOO) will not become part of final contract, but will be replaced by the final negotiated Performance Work Statement(PWS) / Technical Proposal submitted by the successful contractor.”	This solicitation has been prepared in accordance with FAR 14.201-1, Uniform Contract Format. Section C of the final contract will not be the SOO included in the solicitation. It will be a Performance Work Statement (PWS) based upon the technical proposal of the contractor. The contractor will propose the Section C themselves as to how they will perform this contract.

Amendment Item 2:

RFP has been amended (See Attachment 01) and the specific changes to the Request for Proposal (RFP) are as listed below:

A. Delete “Section C.3 Background”, in its entirety and replace with the following;

Agriculture is the primary employer in Pakistan, employing 45% of the country’s total labor and 62% of rural labor. The agriculture sector contributes 20.9% to Pakistan's gross domestic product and has potential to accelerate growth in the wider economy. In order for Pakistan to transform itself into a stable and prosperous economy that is capable of creating enough opportunities for the over a million youth entering the job market every year, development of the agriculture sector in Pakistan will remain critical for job creation and sustainable economic growth.

However, growth in the agriculture sector has lagged behind other sectors for the last three decades, with productivity falling short of its potential in all major agricultural products. Meat production per animal compares poorly with world averages, while the horticulture sector shows low yields and high wastage compared to other countries. In fruits and vegetables, post-harvest losses are estimated to be at least 30%.

Outdated and ineffective agricultural technologies are among the leading causes for Pakistan’s agricultural productivity falling short of its potential. Scaling up the production, marketing, distribution, and adoption of agricultural technologies in Pakistan is made challenging by a lack of information, difficulty in accessing credit, as well as a wide dispersion of smallholders, and the diversity of challenges facing different subsets of smallholder farmers, including women and other marginalized groups. “Adoption of Agricultural Technologies and Practices” is a review of existing literature on the availability, adoption, and barriers to agriculture technologies in Pakistan, and is posted to the USAID Development Experience Clearinghouse: http://pdf.usaid.gov/pdf_docs/PA00M98R.pdf.

PATTA’s development hypothesis is that broadening and accelerating the use of improved agricultural technologies, including quality seeds, fertilizers, better water management, and other improved production practices, such as those that reduce post-harvest handling losses and improve resilience to climate change, will increase the productivity and quality of production, allowing farmers to access more markets, and, in turn, increase smallholders’ incomes and employment.

To ensure sustainability in the use and benefits of agricultural technologies, PATTA will adopt a market-oriented approach to focus on consumer needs and encourage competition among private sector providers of products and services, rather than on providing grants and handouts. PATTA’s private sector partners will disseminate agricultural technologies as part of their for-profit business model, and will be financially sustainable without donor or public resources.

B. Delete “Section C.4 Contract Objective and Expected Results”, in its entirety and replace with the following;

The objectives of PATTA are to partner with agricultural technology related businesses to:

- Increase smallholder farmers’ access to affordable, appropriate, and effective agricultural technologies.
- Enable agricultural technology related businesses to expand and adapt their products and services to meet smallholder farmers’ needs.
- Scale up the adoption and use of agricultural technologies.

To achieve these objectives PATTA will:

- Conduct ongoing analysis of the risks, constraints, and opportunities associated with investing in and commercializing agricultural technologies.
- Build the capacity of agricultural technology related businesses to expand, adapt, and market the technologies.
- Support small and medium farmers, agriculture associations, service providers, and other agribusinesses to adopt and use the agricultural technologies.

Technologies and activities must demonstrate direct or indirect benefits for small and medium farmers, as well as potential for scale and widespread adoption.

Significant private sector involvement is essential to ensure that PATTA's approach is market-based and market-informed, and to build sustainability into the design of the activities. More specifically, cost share from private sector resources must be at least 2:1, such that the value of private sector contribution in activities is at least two times the resources provided under PATTA. Please refer to Section C.5 for more guidance on private sector cost share.

In addition, PATTA will promote safe, effective, and efficient use of the agricultural technologies, in compliance with USAID environmental compliance regulations.

C.4.1 Contract Results

The Contractor will propose a market-driven technical approach and an effective management structure to achieve the following results for agricultural technology businesses partnering with PATTA:

1. Mobilize private sector investment in agricultural technology.
2. Increase the number of technologies or management practices made available for transfer.
3. Increase the sales value of agricultural technology products and services sold to smallholder farmers.
4. Build the capacity of agriculture technology related firms for product development, marketing, and outreach, to generate demand for their products and services.

The successful Contractor will propose targets (both annual and life of activity) for contract results that are ambitious and realistic based on the Contractor's independent analysis of Pakistan's agricultural sector. The analysis will include the demand and opportunities for agricultural technologies, the degree to which the technology meets that demand and is appropriate for local conditions, its potential development impact, cost effectiveness, risks, and the factors which limit and/or enable scaling up and widespread adoption. Widespread adoption includes expanding geographic breadth as well as reaching a greater number of small and medium-sized farmers.

The Contractor's proposed technical approach must be clear, feasible and sustainable, and designed to achieve measureable outcomes and results. The technical approach must demonstrate a strong understanding of PATTA's development objectives, thorough knowledge of local conditions, and include specific, illustrative activities and potential activity partners to demonstrate how contract results will be achieved and sustained.

The Contractor will also propose innovative methods to improve institutional support for technology adoption, such as financial service offerings (i.e. leasing arrangements, flexible payment plans), and capabilities for servicing and repair of technologies. The technical approach should leverage strategic professional networks and partnerships to increase demonstration effects, bring together complementary resources, and facilitate dissemination of information on technologies.

C.4.2 Contract Indicators

The indicators mentioned below should be included in PATTA's Monitoring and Evaluation (M&E) plan, and the Contractor must establish realistic targets (annual and life of activity) and baseline data for these indicators. The M&E plan must be approved by USAID.

The indicators below are standard indicators for USAID. The definitions for these indicators can be found here: https://feedthefuture.gov/sites/default/files/resource/files/Feed_the_Future_Indicator_Handbook_25_July_2016.pdf. For the custom indicator, offerors may propose alternative language, but the alternative indicator must still measure the same result.

1. Number of farmers and others who have applied improved technologies or management practices as a result of USG assistance (Standard Indicator: EG.3.2-17)
2. Number of full-time equivalent jobs created with USG assistance (Standard Indicator EG.3-9)
3. Number of for-profit private enterprises, producers organizations, water users associations, women's groups, trade and business associations and community-based organizations that applied improved organization-level technologies or management practices with USG assistance (Standard Indicator EG.3.2-20)
4. Value of new private sector capital investment in the agriculture sector or food chain leveraged through partnerships for commercialization of agricultural technologies (Standard Indicator EG.3.2-22 modified for this activity)
5. Number of firms receiving USG-funded technical assistance for improving business performance related to investments in improved technologies (Standard Indicator EG.5.2-1 modified for this activity)
6. Number of tools, technologies, or practices in the process of commercialization as a result of USG support (Custom Indicator)

The Contractor may provide additional indicators that are aligned with its technical proposal to measure progress on PATTA, along with justifications. Indicators must be disaggregated by gender.

C. Delete "Section C.5 Guiding Principles for Implementation", in its entirety and replace with the following;

Private Sector Partnership: PATTA's private sector partners must have cost share in activities, in order to promote a financially sustainable, commercial model to accomplish its development objectives. USAID expects a minimum of a 2:1 cost share of private resources in investments. That is, the value of private sector contribution in activities should be at least two times the resources provided under PATTA. Activities to promote technology adoption such as product promotion, service provision, training, and technical assistance, should be undertaken to the maximum extent possible by businesses, rather than the project. Productive linkages between suppliers and buyers should be promoted, and economic choice of agricultural technology consumers should be encouraged. All Offerors are reminded that it is a 2:1 cost share requirement and not leverage. Cost share will conform to the requirements of ADS 303.3.10 and 2 CFR 200.306. USAID has the discretion to make exceptions to the 2:1 cost share requirement in rare and exceptional situations, when the expected development impact is significant and the level of private sector resources for cost share are severely constrained, such that accepting a lower level of cost share may be necessary to achieve its development

objectives. This Cost share is applied to both grants and technical assistance. For technical assistance to require cost share, it must be targeted to support a specific firm (i.e. its business expansion plan, market analysis for product development), rather than general capacity building training or other assistance that is a public good. Further to that this cost share does not refer to the entire contract value. It only applies to assistance provided to each private sector partner.

Sustainability: The Contractor must ensure that the benefits of the PATTA continue to accrue after the end of the contract. This will entail the private sector creating commercially viable businesses that continue to adapt and meet market demand for agricultural technologies; including after-sales support, repairs, and spare parts. The Contractor must conduct a sustainability analysis and develop a sustainability plan within 30 days of award.

Coordination and Flexibility: Close collaboration with USAID in the design of PATTA's work plan and in setting performance metrics will be critically important, as USAID and the Contractor adapt to changing conditions in a dynamic environment. The Contractor will coordinate with related USAID activities working on bringing proven agriculture technologies to Pakistan and adapting them to the local context (see Attachment J.11), and may utilize USAID partnership and financing tools such as the Development Credit Authority and Global Development Alliance. The Contractor will leverage the work of USAID and other development programs to strengthen public sector capacity and policy reform related to agricultural technologies.

Scaling Technology: In the context of the PATTA, "scale" means that supported agricultural technologies should benefit a significant number of households and meet broad market demands, and sales should grow to new markets and reach previously underserved customer groups. The Contractors should conduct an assessment of the agricultural technologies, existing vendors, potential market demand, financial sustainability, and development impact prior implementing activities.

Geographic Coverage: PATTA is a nation-wide project, and activities in any part of Pakistan may be considered. However, the Contractor will conduct analysis to focus PATTA's resources on geographic areas with the potential to cost-effectively maximize development impact, particularly by building on previous investments of USAID and other development programs. See Annex I for a list of projects.

D. Delete "Section C.6 Cross Cutting Contract Requirements", in its entirety and replace with the following;

Environmental Best Practices and Climate Change: In order to identify any potential negative impacts and ensure compliance with USAID and USG environmental procedures, the Contractor will be required to develop procedures to assess the environmental impact of proposed assistance and develop mechanisms to address the relevant assessment requirements. The environmental compliance of the award will be guided by an approved Initial Environmental Examination (IEE).

Gender: The Contractor will develop strategies and focus on women in the design and implementation of PATTA's work plan to contribute to greater social equity and equality. The Contractor is responsible for complying with

USAID's "Gender Equality and Female Empowerment Policy" and integrating gender into all relevant aspects of programming. The Contractor shall:

- Complete a concise gender analysis of target populations with approaches to boost commercialization of gender-sensitive technologies within 30 days of award.
- Where appropriate, promote technologies that reduce gender inequalities. Additionally, the contractor shall identify the barriers for adoption of technologies by different genders. For example, if women lack resources to buy technologies, then the Contractor will propose activities to improve financing opportunities for women.
- Collect gender-disaggregated data and monitor gender impacts of technologies.

Local Participation and Ownership: Successful implementation of PATTA will depend on effective and sustained local participation and ownership. Stakeholders include Pakistani agricultural technology manufacturers, retailers, financiers, farmers, processors, and other agribusinesses that want to expand and upgrade their businesses with agricultural technologies. The Contractor will engage local partners with the commitment and potential to maximize

benefit from PATTA's interventions. Local market actors' incentives should be aligned to encourage local ownership and entrepreneurship. The Contractor must be cognizant of and proactively coordinate with the Government of Pakistan's efforts in the agricultural sector, including federal and provincial agriculture policies. Appropriate agricultural technologies may be sourced locally or internationally.

Monitoring and Evaluation: The Contractor will include a logical framework with the technical proposal to summarize the cause and effect relationship of its technical approach, along with illustrative indicators to measure the intended change. The logical framework should provide a summary of the illustrative inputs, expected outputs, indicators, data sources, and assumptions, establishing a coherent causal logic to achieve PATTA's objectives. Information about the logical framework is available at: <http://usaidprojectstarter.org/content/logical-framework-1f>.

After the award, the Contractor must submit an M&E Plan to measure implementation progress against performance indicators and related targets and benchmarks for USAID approval. The Contractor must develop performance indicators; collect necessary baseline, and annual follow-up data and numerical targets to measure the results for each activity component and to assess the impact of proposed interventions. The Contractor must produce a Performance Indicator Sheet for each indicator, which will identify the data sources and collection methods. The M&E Plan must be updated and submitted annually, unless specified otherwise by USAID.

USAID Pakistan may support monitoring efforts for PATTA with a third-party monitor. This may include collecting data regarding adoption, productivity, and income changes of consumers of the agricultural technologies. Use of third-party monitoring will be done in close consultation with the Contractor and will be incorporated into the Contractor's M&E plan. Contractor will be responsible for data collection costs associated with agreed PATTA indicators, not for third-party M&E indicators.

USAID Pakistan intends to conduct one or more external evaluations of PATTA, including a mid-term evaluation. These evaluations are intended to document progress as well as make recommendations to increase the efficiency and effectiveness of PATTA. While the Contractor is not responsible for the conduct of this evaluation, the Contractor shall cooperate with and provide information as needed to the evaluation team.

Knowledge Management and Learning: The Contractor will incorporate a Knowledge Management and Learning Plan in the M&E Plan to strengthen feedback mechanisms to address emerging needs and to effectively and quickly integrate lessons learned into PATTA's activities. The Contractor is encouraged to include innovative approaches which build upon industry best practices.

E. Delete "Section F.2 Period of Performance", in its entirety and replace with the following;

- (a) The period of performance for this contract is four years, effective from the date of the Contracting Officer's signature on the cover page.
- (b) The Contractor must ensure that the Contracting Officer-approved adjustments to the original estimated completion date, if any, do not result in costs incurred that exceed the total estimated cost of the contract. Under no circumstances will such adjustments authorize the contractor to be paid any sum in excess of the contract price.
- (c) The Contracting Officer must approve in advance any adjustments that will cause the elapsed time for completion of the work to exceed the contract's original completion date by more than 60 calendar days.

F. In "Section F.9 Reports and Deliverables", change the submission time of Quarterly Progress Reports "QPRs", in the table and in "Section F.9.i Quarterly Progress Reports", from 30 days to 15 days.

- G. A new Section, “**Section F.19 Pre-Mobilization Plan and Budget**”, is added to the Section F of the RFP which reads as follows;

F.19 Pre-Mobilization Plan and Budget

Within 10 days after the award, contractor must submit a “Pre-Mobilization Plan and Budget” that includes the minimum staff and resources needed for obtaining the deliverables described below. This budget will be a part/subset of the total award budget and does not construe any increase to the Task Order Ceiling. Once the Contracting Officer issues a Notice to Proceed (“NTP”), successful offeror may mobilize in accordance with the terms of such notice.

Subject to the paragraph above, within 90 days or sooner after the award date, contractor must provide documentary evidence to the Contracting Officer of having received all final governmental permits and authorizations necessary for the commencement of full activity mobilization in Pakistan including, but not limited to,

- 1) registration(s) with any relevant agency of the Government of Pakistan (GoP),
- 2) any No-Objection Certificate(s) (NOCs) from the Ministry of Interior or other relevant GoP agency
- 3) any necessary Memoranda of Understanding (MoU) with any relevant GoP agency. The requirements for what constitutes “necessary for the commencement of full activity mobilization in Pakistan” is determined in the sole and absolute discretion of the Contracting Officer. If successful offeror fails to provide the deliverables required above, USAID/Pakistan reserves the right to review the status of the award”.

- H. “**Section H.17 Consent to Subcontract**”, is deleted in its entirety and replaced with the following;

(a) Pursuant to FAR § 52.244-2, “Subcontracts,” the Contracting Officer hereby consents to the Contractor’s award of the below subcontracts as proposed in the Contractor’s proposal that resulted in the award of this contract to the following firms for the products or services specified below:

- (1) Subcontractor: \$[•]
Amount: \$[•]

(b) The Contractor must request Contracting Officer consent and submit the information required by FAR § 52.244-2, “Subcontracts,” for any subcontracts requiring consent but not listed above. This requirement includes independent consultants hired by the Contractor to perform any of the work specified in the Contract. This section requirement refers to any subcontractors (including consultants) not included in the proposal. For offerors without an approved purchasing system, the information required in 52.244-2 will need to be submitted to the CO for approval of subcontracts that are: cost-reimbursement, time-and-materials, or labor hour type, or fixed price contracts that exceed the simplified acquisition threshold.

(To be determined at the time of award)

Note: Section H.17 (b)’s FAR 52.244-2 requirement refers to any subcontractors (including consultants) not included in the proposal. For offerors without an approved purchasing system, the information required in 52.244-2 will need to be submitted to the CO for approval of subcontracts that are: cost-reimbursement, time-and-materials, or labor hour type, or fixed price contracts that exceed the simplified acquisition threshold.

- I. “**Section L.5 Procedures for the Submission of Proposals by E-mail**”, has been amended to read as follows;

(a) **Submission:** The Offeror must send its proposal by e-mail. USAID will not accept hand-delivered proposals, including commercial courier, or facsimile transmissions. Technical and cost proposal shall be submitted to Mr. Zee Waqar Khan Sr. Acquisition and Assistance Specialist, at zwkhan@usaid.gov with a copy to Mr. Kamal Ayub, Contracting Officer, at kayub@usaid.gov. The subject must read as follows: "SOL-391- 16-000028 – PATTA (Technical/Cost) Proposal; [Offeror Name]." Complete address with contact numbers shall be given at the bottom of the email contents where the Offerors signs the content. The time stamp on the email received shall serve as the official time of receipt. USAID bears no responsibility for transmission errors or delays.

1. **E-Mail Instructions:** USAID prefers that the Offeror submit the technical and cost proposal as separate attachments in a single e-mail, respectively (e.g., consolidate the various parts of a technical proposal into a single document.) If this is not possible, and the Offeror sends the proposal through multiple e-mails, the Offeror must indicate in the subject line of the e-mails whether the e-mail relates to the technical or cost proposal and note the desired sequence of multiple e-mails and the attachments (e.g., "Organization X, Cost Proposal, Part 1 of 4," etc.). The Offeror must limit the size of its attachments to 5MB per e-mail. The Offeror must not send files in ZIP format. The Offerors must confirm that USAID successfully received their e-mail submissions by the required due date.

(b) **Separate Cost and Technical Proposals.** The Offeror must submit the cost proposal as a separate file from the technical proposal.

(c) **Format:** The Offeror must submit its proposal as follows: (1) Microsoft Word and compatible PDF with Optical Character Recognition for the Technical Proposal; (2) Microsoft Word and compatible PDF with Optical Character Recognition for accompanying budget narratives; (3) Unlocked text accessible Microsoft Excel spreadsheets for budget and other cost-related tables; and (4) PDF for Signature Pages.

(d) **Responsibility:** The Offeror must check its e-mail records to confirm that it indeed sent attachments. If the Offeror discovers an error in its transmission, then the Offeror must re-send the document and attachments again and note "corrected submission" in the subject line of the e-mail.

(e) **Corrections:** The Offeror must only send the same e-mail once. If the Offeror changes the contents of its proposal, then the Offeror must note "corrected submission" in the subject line of the e-mail.

(f) **Authorized Individual:** Only one authorized individual in the Offeror's organization should send e-mail submissions to avoid confusion, duplication, and congestion problems with the USAID e-mail system.

(g) **Confirmation:** The Offerors must confirm that USAID successfully received their e-mail submissions by the required due date.

J. "Section L.8.1 Annexes", have been deleted in its entirety and replaced with the following;

The Offeror must include the following annexes (except Annex F until the competitive range), which do not count against the page limitation specified. The Offeror must not include any other annexes as USAID will not evaluate them.

- **Annex A—Key Personnel Curricula Vitae, References, and Letters of Commitment.** In this Annex, the Offeror will include a full Curricula Vitae ("CV")/Resumes for the individuals proposed as Key

Personnel. Each CV must not exceed three (3) pages. The CVs for the Key Personnel must contain contact information (e-mail and phone number) of no more than three (3) references who can speak to the

performance of the individual in the most recent (no later than five years from the date of this solicitation's publication) and relevant positions the candidate held. Offerors shall indicate the reference's relationship to the candidate and provide the current phone number and email address. USAID reserves the right to interview proposed personnel for this Activity during the evaluation process.

The Offeror must include a letter of commitment signed by each person proposed as Key Personnel confirming their present intention to serve in the stated position immediately upon award and their present availability to serve for the term of the proposed contract. Together, Annex A must not exceed 4 pages for each Key Personnel; thus, for this procurement, Annex A must not exceed **20 pages**. The Offeror should include the Contractor Employee Biographical Sheet in the cost proposal to allow for a cost analysis of the proposed daily rate.

(Note: CVs/Resumes for staff who are not proposed as Key Personnel and short term technical staff integral to the implementation of the Activity will not be evaluated and should not be submitted.)

(Note: USAID will not construe these letters as a binding agreement of exclusivity from Key Personnel to the Contractor)

- **Annex B—Management Plan.** The Activity Management Plan must include a staffing organogram and a subcontract management plan that contains a matrix of all significant personnel providing long-term technical assistance or home office support, relevant skills the personnel can bring to the performance of Section C, and the percentage of time they will work on this contract (if applicable). This Annex will also describe the primary responsibilities of each individual that will provide long-term technical assistance or otherwise assume significant responsibilities during the contract's implementation. The Management Plan must not exceed **10 pages**, including charts, tables, and organograms.
- **Annex C—Contractor Performance Reports.** The Offeror must provide this information only on the attached Contractor Performance Report as contained in Section J.7. The references must match the contract identified.
- **Annex D—Draft Logical Framework.** This draft Logical Framework must not exceed six (6) pages.
- **Annex E—Draft Security Plan.** The draft Security Plan must not exceed five (5) pages.
- **Annex F—Draft Marking and Branding Implementation Plan.** The Offeror need not provide the draft Marking and Branding Implementation Plan with its initial proposal. USAID may request that those Offerors in the competitive range submit the draft Marking and Branding Implementation Plan for review.
- **Annex G – Draft First Year Work Plan.** The Offeror must provide a draft first year work plan that must not exceed 5 pages

K. "Section L.8.4 Coordination of Section L with M", is deleted in its entirety and replaced with the following;

The Technical Proposal must address all of the evaluation factors identified in Section M. The Offeror may include "separator/divider" pages that will not count against the page limitation.

- L. “Section L.8.5 Contractor’s Performance Work Statement (PWS) (See Section M.4.1)”, para No 01 is deleted in its entirety and replaced with the following;

The Technical Proposal must include a “Performance Work Statement” section describing the Offeror’s proposed approach, methodologies, and activities to achieve the articulated objectives and development results contained in Section C. The Offeror must also propose key activities and deliverables that align with the achievement of each objective in Section C, which the resultant Contract may incorporate in Section F.9 and F.10. The offeror will

propose measurable performance standards (i.e., in terms of quality, timeliness, quantity, etc.) and the method of delivering these performance standards against the indicators proposed. These proposed performance standards establish the performance level required by the Government to meet the contract requirements. The standards shall be measurable and structured to permit an assessment of the contractor’s performance.

- M. “Section L.8.8 Past Performance Information (See Section M.4.4)” is deleted in its entirety.

- N. “Section L.8.7.1 Contractor Performance Information”, is amended to read as follows;

(a) The offeror (including all partners of a joint venture/if any) must provide performance information for itself, the contractor teaming arrangements, if any, and each major subcontractor (one whose proposed cost exceeds 10 % of the offeror’s total proposed cost) in accordance with the following:

1. List in an annex to the technical proposal up to four of the most recent and relevant contract and assistance awards for efforts similar to the work in the subject proposal. The most relevant indicators of performance are contracts of similar scope and requiring similar provision of services, similar technical complexity, and similarly challenging places of performance and how recently they were performed.

- O. “Section M.4.1 Contractor Performance Work Statement (See Section L.8.5)”, is deleted in its entirety and replaced with the following;

USAID will evaluate the quality of the “Contractor Statement of Work” based on the extent to which the Offeror:

- Demonstrated a realistic and strong understanding of the economic, political, and operational challenges and opportunities in Pakistan, as well as regional and international dynamics that affect Pakistan’s agricultural markets and trade opportunities for agricultural products. Demonstrated knowledge of Pakistan’s agricultural sector, including the capacities of agricultural technology suppliers and other stakeholders relevant to PATTA’s successful implementation. Offerors must demonstrate awareness of past and existing programs by the Government of Pakistan and development partners, including USAID, and position PATTA to complement and build on these efforts.
- Described a clear, technically sound, innovative but realistic, and sustainable approach to achieving the contract objectives, while also addressing cross-cutting themes and challenges. The approach must seek to maximize results with PATTA’s budget and will allow the Offeror to flexibly respond to the fluid political and security environment.
- Proposed ambitious and realistic targets results (both annual and life of project) for the contract, which are backed by thorough market analysis and clearly tied to the Offeror’s technical approach.
- Proposed a clear, feasible, and developmentally sound approach to leveraging private sector resources and building local capacity. The approach will ensure sustainable results through promotion of viable, private agriculture technology firms and service providers.
- Proposed an analytically sound Activity Logical Framework with appropriate and measurable performance-related indicators; and, whether the Offeror developed a feasible and effective approach to monitoring and data collection to allow for reliable quantification of activity progress and impact.

Amendment No. 1

**Amended Request for Proposal SOL-391-16-000028,
(PATTA)**

Pakistan Agricultural Technology Transfer Activity

- Proposed an effective draft first year work plan that clearly identifies target outcomes and key deliverables, with appropriate and realistic activities that also highlights collaboration and coordination among various partners and stakeholders and links the first year outputs towards the achievement of the contact objectives.

Attachments:

Attachment 01: Amended/Revised RFP NO. SOL-391-16-000028-Pakistan Agricultural Technology Transfer Activity (PATTA)

[END OF AMENDMENT NO 01]